

Due May 1, 2008

**Iowa Department of Education
Grimes State Office Building
Des Moines, Iowa 50319**

***Request for Iowa Four-Year College/University
Performance Assessment System Funds***

College/University name: Wartburg College

Program Contact Person:

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Statement of Assurances

Should a Performance Assessment System Award be made to the applicant in support of the activities proposed in this application, the authorized signature on the cover page of this application certifies to the Iowa Department of Education that the authorized official will:

1. Upon request, provide the Iowa Department of Education with access to records and other sources of information that may be necessary to determine compliance with appropriate federal and state laws and regulations;
2. Use grant funds to supplement and not supplant funds from nonfederal sources.

Certification by Authorized or Institutional Official:

The applicant certifies that to the best of his/her knowledge the information in this application is correct, that the filing of this application is duly authorized by the governing body of this organization, or institution, and that the applicant will comply with the attached statement of assurances.

Ferol Menzel Vice President of Academic Affairs

Typed or Printed Name of Authorized Official Title

Signature of Authorized Official Date

Please submit both electronically and hard copy to Barry Wilson, TOE Assessment Team Leader, Dept. of Ed. Psych. & Foundations, UNI, Cedar Falls, IA by May 1, 2008.

Criteria for Performance Assessment System Awards:

Grant funds are available for use by recipients for purposes including but not limited to faculty development and training, design or modification of performance tasks, procedures for assuring reliability and validity of assessments, database software or hardware to facilitate data management and reporting, and technical services including programming support.

Funds may be used for expenses such as: faculty release time, personnel for clerical work, travel, lodging and meals, consultants, hardware, and materials including software. Four year colleges or universities that receive significant numbers of transfer students from community colleges are encouraged to include funding for providing feedback to two-year institutions on the performance of their graduates.

I. Context

Wartburg College is a small, liberal arts college of the Evangelical Lutheran Church in America (ELCA). Located in Waverly, IA, the mission of the college is to challenge and nurture students for lives of leadership and service as a spirited expression of their faith and learning. Hosting over 1,800 students, 13% of the student body is comprised of international and American ethnic students.

The Education Department at Wartburg College is approved by the Iowa Department of Education and is accredited by the National Council for the Accreditation of Teacher Education (NCATE). It includes nearly 300 preservice students and typically graduates 70-90 majors a year. Licensure offerings include secondary education (American history, American government, world history, sociology, psychology, economics, biology, chemistry, physics, mathematics, English, journalism, speech/theatre); elementary education (history, social studies, English/language arts, speech/theatre, mathematics, music, physical education, health, reading, early childhood, science); middle school; K-6 special education (Instructional Strategist I); and K-12 art, music, health, and physical education.

Seven full-time faculty comprise the department; all have earned doctorates; five are tenured Professors and two tenured Associate Professors. One faculty member has a one-course release time to serve as the Assessment Coordinator. Adjunct teaching is minimal and is mostly in the special education program. The Education Unit includes the Education Department faculty and teacher education specialists in English, science, art, music, physical education, and social sciences. This collegial group works diligently to oversee the program, initiate curricular changes, and develop the performance assessment program for the college.

The assessment needs for Wartburg College have been strongly articulated this Spring 2008. Both the Iowa Department of Education and the National Council for Accreditation of Teacher Education (NCATE) visited the campus in April. These external evaluators have made suggestions for improvement in Wartburg's assessment system. The TQE grant will enable the Wartburg Teacher Education Program to implement the suggestions of these two teams.

II. Project Narrative *(1-2 pages describing how you will use the funds) A synopsis of the project narrative will be reflected in the Action Plan. Be sure that what you request in the new award is distinct from what was requested in any earlier TQE award. Your timeline for grant activity should not extend beyond December 15, 2009.*

External program review is a strength of the teacher preparation approval process in the state of Iowa. Wartburg College benefited from the approval (Iowa Department of Education) and accreditation (NCATE) reviews in April. Although Wartburg received a very positive report, several areas will be

explored to enhance the teacher quality and assessment system at Wartburg College based upon these team reports.

The focus of this grant will be to provide funding for a “think tank” approach to the assessment system for the Teacher Education Program at Wartburg College. Although many parts of the system are strong, it is time to closely analyze the underpinnings. The paramount action is to be able to clearly articulate exactly what we want the assessment system to show us about our candidates and program, and then to collect data for support. This philosophical discussion will include a review of the Iowa Chapter 79 and the NCATE 2008 standards. The Wartburg Education Unit will then work with consultants to help us refine our current system. Funds from this grant will be utilized to:

- **Articulate exactly what we want to know about our program.** What data do we need to collect to assess candidates and the program? Are we collecting too much data? Are we missing critical pieces of data? Are we collecting the right data to inform decisions about candidates and the program? How can we use data collected for predictive purposes?
- **Explore the components of the Effective-Reflective Teacher Model, Wartburg’s conceptual framework/knowledge base.** Are there components that are missing? Is there a strong enough focus on dispositions, diversity, technology, community and family collaboration, content knowledge, and documentation of P-12 student learning?
- **Assure consistency in assessment instruments, including rubrics and the graduate and administrator questionnaires.** These measurement instruments need revision to the common 5-point Likert scale used in all assessments.
- **Explore predictive capabilities in the assessment system.** Can rubrics be developed that are utilized as multiple measures at multiple times? After collecting and analyzing one year of data, can data be collected that show candidate progress throughout the program? Can data be disaggregated by program?
- **Continue involvement of the entire Unit in the assessment system.** Work with content areas, particularly music, to ensure data collection in all areas of the knowledge base.
- **Advocate for a part-time assessment coordinator.** Upon the recommendation of the NCATE team, more time and funding needs to be allocated to the Department for assessment. Currently, the Education Department receives one course release time for an Assessment Coordinator. The position has changed yearly for the last two years; the current Coordinator is Dr. Budlong who will receive the release time. She will also administer the grant. The department chair, Dr. Fiene, will work with consultants and the College Faculty Council to advocate for a half-time assessment coordinator rather than utilizing a departmental coordinator that is an “add on” to the expected teaching load.

III. Action Plan –

Goal	Objectives	Action Steps	Person(s) Responsible	Timeline	Budget Request
Explicate Wartburg's conceptual framework and assessment system	*discuss with Unit the information needed from the Wartburg assessment system	*Summer 08, Fall 08 workshops of department and Unit; 2 days/7-10 people	Dr. Budlong	Summer and Fall 2008	\$2,320 (includes 16% benefits)
	*revisit the conceptual framework to align with Chapter 79 and NCATE 2008 standards	*professional development days for "think tank" discussions; 5 days/7-10 people	Dr. Budlong	Summer 2008	\$5,800 (includes 16% benefits)
	*evaluate all rubrics to align with standard 5-point Likert scale	*small group work teams,	Department faculty	Fall 2008, Winter 2009	\$580 (includes 16% benefits)
	*attend conferences about assessment: AACTE, ATE,	*seek conferences that would assist Wartburg in the assessment process	Dr. Budlong Department faculty	Fall 2008, Winter 2009	\$3000 (Wartburg may provide in-kind funding)
	*enhance the statistical capabilities of the assessment system, particularly predictive measurement approaches	*meet with assessment leaders/consultants	Dr. Budlong Education faculty Unit faculty	Summer 2008 through Summer 2009	\$3000 consultant fees; Education faculty
Assure information is shared with all Unit members	*involve Unit, Teacher Advisory Council in any proposed program change	*Unit and TAC meetings; work with Program Review and Assessment Subcommittees of TAC	Dr. Fiene Dr. Budlong	Fall 2008, Winter 2009	\$928
	*meet with Unit to revise or modify assessment instruments	*small group work teams	Dr. Bodensteiner	Winter 2009	\$812 (includes 16% benefits)
Procure a part-time assessment coordinator	*meet with the Academic VP and College committee to	*administrative process to secure a new position	Dr. Fiene	Fall 2008, Winter 2009	Wartburg in-kind

	promote a new position				
Administer the TQE grant	*facilitate all grant activities, reports, budgets		Dr. Budlong	Summer 2008 through Summer 2009	\$3248 (includes 16% benefits)

IV. Sustainability Plan. *Write a clear succinct plan (1 to 3 pages max) for how the work will continue to fully meet the requirements of Chapter 79 for assessment systems. Describe how your institution plans to sustain the performance assessment system when TQE grant support is no longer available. Some considerations you may want to address include plans to finance sustainability and the capacity you have to sustain the work you have completed.*

All program changes will evolve around the Chapter 79 assessment system requirements and the NCATE 2008 standards. It is the intent that the 2008-09 AY will be a year of thinking, revising, and planning for a system that will provide data for program and candidate assessment. The external reviews by the Iowa Department of Education and NCATE will provide the foundation for discussion and change.

The Wartburg Teacher Education Program has been fortunate to gain funding from the College for program and assessment system development. Funding may be available through the Faculty Development Committee as well as focused funding through the Vice President for Academic Affairs if TQE grant money is not available in the future.

One substantial goal of this grant is to gain a part-time position for the College and the Department that deals solely with assessment. Discussions are underway with the Vice President and President to substantiate the need for this college-wide position. It will be the role of the Education Department to provide leadership in the area of program and candidate assessment, and to work closely with the person potentially hired for this position. This will also alleviate the need for one course released time for the current Assessment Coordinator in the Education Department.

V. Budget Requests

Personnel		
Wages plus 16% benefits	\$10,440	
Expenses (Travel, Meals, Lodging)		In-kind support from Wartburg College
Professional Services/Professional Development		
Fees – Consultants	\$3,000	
Expenses (Mileage, Meals, Lodging, Room Rental)	\$3000	Additional in-kind support from Wartburg College
Software		
Hardware		
Supplies and Materials		In-kind
Phone/Mail		In-kind
Other – specify: Grant Administration (One course release plus 16% benefits)	\$3,248	
Other – specify:		
Total	\$19,688	

VI. Budget Narrative: *Note that the objective of the grant is to bring all programs up to standard over the life of the grant. Funding this year will be made up to \$20,000. To receive the maximum award, your proposal should demonstrate either great need or great complexity/size of program as well as prudent use of any previous awards and a clear plan for sustainability.*

Based upon the external reviews by the Iowa Department of Education and NCATE teams, the focus of this grant is to continue the discussion about Wartburg's Teacher Education Program Assessment System. That is why the majority of the funding is for professional development time and work with consultants to enhance the current system. Funding will be available for faculty to attend professional conferences to gain state of the art expertise on effective teacher education candidate and program assessment systems.